



City of Mt. Juliet Planning and Zoning Department 615-773-6283

## Application for Temporary Event Permit

**Event Location:** \_\_\_\_\_

**Owner of Property:** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_

**Date(s) and Time(s) of Event:** \_\_\_\_\_

**Setup date/time:** \_\_\_\_\_

**Breakdown date/time:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

### All applicants must provide/comply with the following regulations:

- A. Written approval from the property owner shall be provided for all Temporary Events. Additionally, for any event not conducted by the property owner, a letter from the property owner shall be provided acknowledging that he/she is fully aware of the nature and scope of the Temporary Event and grants approval for the event on their property.
- B. Plans and other information necessary to review and evaluate the proposed Temporary Event shall be provided to the Zoning Administrator. Said plans include, but shall not be limited to, a site layout drawing or site plan in a form and content established by the Zoning Administrator, such as property boundaries, right-of-way, setbacks, location of all temporary structures and signs, location of utilities, parking and access, and Stormwater management.
- C. All such Temporary Events shall be limited to those sites which have adequate all-weather, dust free, off-street parking to serve the permitted use. Indoor or portable sanitary facilities shall be provided.
- D. Hours during which such events shall be allowed to conduct business or operate are between 8:00 am and 10 p.m. Portable buildings approved for a Temporary Event shall be permitted to remain on-site beyond these hours, unless otherwise required to be removed by the approving authority.

- E. The operation of the Temporary Event shall be subject to the requirements of Section 16-22 – Anti-noise Regulations, of the Mt. Juliet Codification Manual and Section 12-105 Specific Standards, in the Zoning Ordinance.
- F. Outdoor activities and portable buildings may not be within 100’ of an adjacent property used for residential purposes.
- G. The Temporary Event shall not present or create a threat to the safety of persons or property due to the possibility of fire, explosion or other threat;
- H. The Temporary Event shall comply with all local, county, and state environmental, solid waste disposal, and sanitary waste disposal requirements. Any required Health Department certificate shall be plainly displayed;
- I. The Temporary Event shall not interfere with the use and enjoyment of neighboring property for its customary use by creation of noise, dust, noxious odors, traffic, lighting or other activities which exceed the operational performance standards established in Article XII of this ordinance;
- J. Signs shall be allowed as contained in Section VI. Signs for Temporary Uses and Event contained herein.
- K. The proposed Temporary Event will not result in adverse traffic congestion and unsafe conditions regarding access to, and the use of, public roads. A Traffic Management Plan may be required by the City Engineer for review and approval. This plan shall show parking areas provided and circulation routes. Based on the nature and location of the proposed Temporary Event a Traffic Impact Study may also be required.
- L. Temporary Events and/or activities that require use of public right-of-way shall be planned and coordinated with the appropriate city, county, or state departments identified by the Zoning Administrator.
- M. Trash or garbage generated by the Temporary Event shall be removed from the area and properly disposed of daily and within twenty-four hours after the activity or event has ceased to operate. The City may require a deposit or surety to cover the cost of cleaning the site and adjacent right-of-way.
- N. Sufficient parking shall be provided. All parking areas shall be covered with gravel or similar material to produce an ‘all-weather’ surface. Drainage and runoff shall be controlled to the satisfaction of the Public Works Director.
- O. In no case, shall any portable building create an obstruction to visibility as required by Article 9-106.5 Visibility Areas.
- P. Any approval granted shall be for the proposed property and is not transferrable to another location.
- Q. The operator or sponsor of any approved Temporary Event shall obtain and display the required City, Wilson County, or Tennessee business or operations license.
- R. Signs on multi-tenant sites or within centers shall be placed within 50’ of the building entrance.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_